

**DELAWARE CRIMINAL JUSTICE INFORMATION SYSTEM
BOARD OF MANAGERS
PUBLIC SESSION MEETING MINUTES
January 26, 2017**

OPENING AND ATTENDANCE

The Board of Managers meeting was held at the Veteran's Affairs office located in Dover, Delaware. Ms. Bhate called the meeting to order at approximately 10:00 a.m.

BOM MEMBERS

Lt Frederick Calhoun III	NCCPD
Leann Summa	Family Court
Marian Bhate	ODS
Chief William Bryson	Camden PD
Phil Winder	DOC
Gregory Patterson	DOJ
Secretary James Collins	DTI

STAFF

Peggy Bell	DELJIS
Lynn Gedney	DELJIS
Kelly Knutkowski	DELJIS
Mary Hansen	DELJIS
Lisa Morris	DAG

PUBLIC AND NON-VOTING PARTIES

ALTERNATES

Michelle Brogden	
Nancy Dietz	DYRS
Lt. Colonel Monroe Hudson Jr.	
Major Robert Hudson	DSP
Mark Hitch	
Marianne Kennedy	JP Court

Nichole Moxley
Ron Stoner
Mathew Christianson
Jennifer Houseman
Isabella Kaplan
Hitesh Nariani
Ashley Dibert
Charles Pugh
Theodore Mermigos
Natasha Alessia
Jessica Balog
Rufus Mincey

Ms. Bhate announced to the Board that she was assuming the DELJIS Board of Manager Chair because of the resignation of Mr. Michael McDonald. According to protocol, Lt. Calhoun is assuming the position of Vice Chair, and Ms. Marianne Kennedy is Secretary.

I. REVIEW AND APPROVAL OF NOVEMBER MEETING MINUTES

- BOM Public Session Minutes- A motion was made by Chief Bryson to approve the November BOM Public Session meeting minutes and seconded by Ms. Summa. All approved. Motion carried.

II. HEARINGS

Mr. Gregory Patterson recused himself for the hearing.

A motion was made by Lt. Calhoun to enter Executive Session pursuant to 29 Delaware Code §10004 to discuss criminal files and criminal records, the disclosure of which would constitute an invasion of personal privacy, and/or to discuss documents excluded from definition of public record where such discussion may disclose the contents of such documents, including pursuant to §10002 (l)(3)(5)(6)(9) and seconded by Chief Bryson.

- Case #20100727- A motion was made by Ms. Summa due to the errors in due process, opportunity to be heard, and discrepancies in regards to the sanction imposed by the previous Board, to lift the suspension of the Appellant's DELJIS access and seconded by Secretary Collins. Seven approved, two opposed, and one abstention. Motion carried.

III. NETWORK MANAGEMENT

- Dover Air Force Base (DAFB) Family Advocacy Program-Ms. Houseman was present to request access for the DAFB Family Advocacy Program. The agency ensures safety and provides treatment to victims and offenders of domestic violence who are affiliated with the military. The information in the police reports and victim impact statements will give them a better understanding of the incident to determine its level of severity. Ms. Bell stated that this agency is similar to other victim advocacy groups they are just located on the DAFB and access would be similar to the other victim advocacy groups who have access.

There were concerns from the Board that the reports would be shared with supervisors, the wing commander or go into a military personnel file. Ms. Houseman explained that the records are kept separate from military personnel files and these records stay in-house at the Family Advocacy. If there is a case of domestic violence or child abuse, it would be brought before a Board which includes the vice wing commander, members from security forces, and members of OSI. The information presented would not be verbatim from the reports, but it would just be the perspectives of the victims and offenders. Ms. Bell stated that OSI, security police, and wing commander have been cleared for access under military proceedings. Several years ago the Board had a discussion with DAFB and it was worked out that the OSI, JAGS, police, associated staff, and wing commander would be able to work with the data.

This agency is requesting indirect access and not direct access. Right now, security forces has direct access but they won't release information to the Family Advocacy Program since that agency doesn't have access. Ms. Bell stated that security police will need to do a secondary dissemination log if they gave the Family Advocacy information. A motion was made by Chief Bryson to approve the Dover Air Force Base Family Advocacy Program access and second by Lt. Calhoun. All approved. Motion carried.

- DHSS/DPH Division of Violent Death Reporting System (DVRS)-Mr. Christiansen and Ms. Moxley were present to request access. They have been working over the

past year to bring the National Violent Death Reporting System to Delaware. In August 2016, Delaware was included in the system and they have received funding to gather data on homicide and suicide for the reporting system for the next five (5) years. They plan on linking the information from medical examiners, law enforcement, toxicology, and vital statistics to understand when and how violent deaths occur. The information gathered will be used to identify trends and make better policy and prevention decisions. They would disseminate the data to their partners in the state for suicide prevention in schools, state legislatures for policies, and to groups working in the field. A motion was made by Lt. Calhoun to approve access for DHSS/DPH Division of Violent Death and seconded by Secretary Collins. All approved. Motion carried.

- Dover Housing Authority- Ms. Balog and Mr. Mincey were present to request DELJIS access to be used to screen eligibility for Section 8 and public housing. Ms. Bell stated that their access would be similar to Luther Towers and Arbor Management. The individuals who would need the access would be Ms. Balog and Mr. Mincey. A motion was made by Chief Bryson to approve access for the Dover Housing Authority and seconded by Ms. Summa. All approved. Motion carried.

IV. STRATEGIC ISSUES

- DELJIS Modernization Plan-Mr. Hitesh Nariani, DTI Project Manager, has been assigned to analyze the DELJIS modernization plan to decommission the mainframe and was present to provide an update to the members. He stated the mainframe is an older technology and that the technology is outdated and colleges have stopped teaching mainframe coding, making it a challenge to obtain skilled programmers to code mainframe in the future. The mainframe system works well, but it has gotten increasingly expensive to maintain and vendors do not provide flexibility. Mr. Nariani stated that at this stage in the analysis they're looking if DELJIS has to move off the mainframe and the options of how it can be done.

Some of the next steps DTI is proposing are to get two skilled resources from companies who do mainframe migration. Mr. Nariani stated they are looking to do code clean up on bad code because an external agency will charge for every line of coding. Secretary Collins stated some of the alternatives are moving to COTS or other systems specific to that service. State agencies that have moved off the mainframe like DNREC, Corporations, DHSS, and agencies are steadily moving off the mainframe. Some of the options are to convert the database and convert all of the code. We need to put some governance around what we have and then take an inventory of what needs to be converted. The update to the DELJIS modernization plan is that we will need to conduct a deeper analysis. Knowing DELJIS doesn't have money Secretary Collins is going to approach some other agencies that are on the mainframe that have access to special funding and other funding sources for a deeper analysis.

Secretary Collins stated that DTI takes care of the mainframe and you've heard how expensive it is, today is more of an update and Peggy and her team provide

specialized services to the law enforcement community. DTI services don't get that granular. DTI supports the network and different applications and Secretary Collins doesn't think DTI can deliver the services or responsiveness of Peggy and her team. DELJIS is building multiple applications off of that foundation based on the law enforcement needs.

Ms. Bell stated that DELJIS is not just law enforcement and has a large number of constituents including the JP Courts, family court, etc. and we have to resolve issues immediately that crop up as people are in custody. Resolving issues with constituents and making changes to comply with legislation changes is a top priority. Ms. Bell stated this is not a DELJIS standalone initiative and the mainframe is owned by the State of Delaware. She doesn't have a problem moving forward but someone is going to have to come up with resources, equipment, and the means to get it accomplished. Ms. Bell stated that she was happy to hear that DELJIS would not need to build a server farm. The decision was presented at today's meeting and Secretary Collins agreed we shouldn't build multiple server farms across the state. Ms. Bell commented that DTI has historically done a stellar job on the mainframe security and infrastructure.

V. COMMITTEE REPORTS

- Selection of Nomination Committee- Lt. Fred Calhoun agreed to chair this committee to seek a slate of officers.

VI. OLD BUSINESS

- Automated Usage Statistics- Ms. Bell reviewed the automated usage statistics with the attendees.
- Project Status Report- Ms. Bell reviewed the Project Status Report with the attendees. (See attached).

VII. NEW BUSINESS

- Discussion of scheduling February 2017 meeting date -Due to the scheduling conflicts with JFC Hearings, the Board agreed that the February 2017 meeting date will be on **Monday, February 27th starting at 9:00 a.m.**

VIII. PUBLIC COMMENT

There was no public comment.

IX. ADJOURNMENT

A motion to adjourn was made by Lt. Calhoun and seconded by Mr. Hitch at approximately 11:44 a.m.